## CITY MANAGER'S REPORT TO CITY COUNCIL OCTOBER 2011



## I. PUBLIC WORKS & ENGINEERING:

#### ENGINEERING AND DEVELOPMENT

## Buildings and Facilities Capital Projects

• New Courts Facility – Negotiation of PPEA Interim Agreement still in process.

#### **Transportation Capital Projects**

- Right Turn Lane on Southpark Boulevard at Dimmock Parkway, UPC 97692 Procurement (second rebid) required to comply with federal procurement regulations. Contract award now anticipated late this year with completion in Spring 2012.
- Boulevard/Government Center Enhancement Transportation Enhancement Program, UPC 7822 – Project is substantially complete.
- Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434) –Urban and CMAQ Programs Preliminary engineering and right of way acquisition in process. Construction start is anticipated Summer 2012.
- *Dimmock Parkway-Jennick Drive Traffic Signal, UPC 94750* Project is complete and closed out except for the maintenance period.
- Safe Routes to Schools- Phase 1 and 2, UPC 87317 and 93211— Construction in process. Completion is anticipated by middle of December 2011.
- *Dupuy Avenue Modernization, UPC 101287* Professional services procurement in process. Contract award anticipated in Winter 2011-2012 after audit by VDOT.
- *Lakeview Avenue Modernization, UPC 101288* Professional services procurement in process. Contract award anticipated in late Winter 2011-2012 after audit by VDOT.

#### **Utilities Capital Projects**

- Hrouda Pump Station Upgrades -On hold.
- **Boulevard Water and Sewer Replacement** Negotiated contract amendment to provide additional services for design of subsurface replacements prior to street reconstruction.

#### **Plan Reviews**

• Received eleven (11) plans and reviewed eleven (11) plans.

## I. Public Works & Engineering (Continued):

## **Right of Way Permits**

• Issued ten (10) permits and closed out eleven (11) permits.

#### OPERATIONS AND MAINTENANCE

#### **Street Maintenance**

- Placed Asphalt in (19) potholes, (11) utility cuts, (06) low areas, (02) driveways, (02) low areas in existing curb and gutters and responded to (04) miscellaneous asphalt requests.
- Installed a 20' x 30" plastic drainage pipe in ditch at Old Landfill for new trail on the Appomattox River.
- Placed and removed barrels and road barricades on Battery Place for VSU additional parking during their Homecoming Game.
- Graded with motor grader Bruce Avenue (Alley), entrance to the Old Landfill, road and boat ramp parking area at Roslyn Park.
- Removed (19) flat bed dump truck loads of construction material from Public Works Complex to Old Pistol Range.

## **Traffic Operations**

- Replaced/Maintained signals, signs, markings and street lighting 65 locations.
- Preventative Maintenance 4 locations.

## Vegetation

- Removed litter from (21) locations, and responded to (10) litter miscellaneous/dead animal requests.
- Trimmed tree limbs/bushes at (01) location, responded (01) miscellaneous tree request.
- Continue removing storm damage from (175) locations, collecting (46) flatbed dump truck loads after Hurricane Irene.
- Cut, trimmed (46) locations and responded to grass miscellaneous request at (1) location.
- Assisted Traffic Engineering Division installing a 16' street pole in the ground.
- Leaf season is scheduled to begin November 7, 2011.

#### Recycling Center

• 421 citizens used the Recycling Center to dispose of Category 1 Materials, brush, Hurricane debris, metal products and other recyclable materials.

#### **Storm Water Utility**

- Cleaned (22) catch basins, (05) drainage ditches, (01) drainage pipe and (01) curb and gutters.
- Placed topsoil/gravel in sinkhole at (06) locations.
- Repaired (01) catch basin, (01) drainage pipe and responded to (05) miscellaneous drainage request.
- Sweeper swept (01) location collecting (04) cubic yards of debris.
- Concrete Crew responded to (02) miscellaneous concrete request.

#### **Wastewater Utility**

• Responded to (01) sewer backup, (05) miscellaneous requests, installed (02) cleanouts, flushed (01) main line, repaired (02) laterals and (01) manhole top.

## I. Public Works & Engineering (Continued):

## **Wastewater Utility (Continued)**

- Sprayed for Sewer Rats/Roaches at (02) locations.
- Camera sewer main lines at (02) locations.
- Checked all trouble areas, cut grass around pumps stations and Appamatuck Park off Archer Avenue.
- Removed debris from pumps, and switched main pumps from lead to lag at Main Pump Station.
- Responded to high water alarm after hours at Dunlop Farms Pump Station.
- Continued checking all pump stations and methane pump daily.

#### **Water Utility**

- Replaced (13) meters, cleaned (06) meter boxes, repaired (01) meter leak, (02) service and (05) main lines, replaced (02) meter boxes, (02 meter lids, (04) meter setters and responded to (09) miscellaneous water requests.
- Checked water pressure at (01) fire hydrant and (01) residential meter.
- Responded to (02) request for discolored water ran a hydrant to clear in each area.
- Placed gravel/topsoil in utility cuts/sinkholes at (05) locations.
- Pulled meter for non-payment at (01) location for Utility Billing Department.
- Backflow/Cross Connection Technician conducted (93) surveys, (57) completed (36) incomplete and assisted with locating underground utilities.
- Collected weekly routine water samples and performed THM's, HAA's sent to Appomattox River Water Authority's (ARWA) lab for testing.
- Performed bacterial sampling and disinfected by products sent to Richmond's lab for testing.
- Miss Utility locating required (217) man-hours.

#### **Emergency Management**

- Initiated and complete collection of remaining Irene vegetative debris using department forces.
- Removed storm damage from (118) locations collecting (166) flatbed dump truck loads after Hurricane Irene.

## II. PLANNING & COMMUNITY DEVELOPMENT:

		Month	YTD
1.	<b>Fence Permits</b>	3	20
2.	<b>New Sign Permits</b>	6	72

- Vincenzo's 609 Boulevard
- Care Advantage 3509 Boulevard
- Encore Shoe's 342 Southpark Mall
- Good Neighbor Counseling 798 Southpark Boulevard, Suite 32
- Good Neighbor Counseling 798 Southpark Boulevard, Suite 16
- Milby Company 860 West Roslyn Road, Suite A

#### 3. Neighborhood Revitalization - 2011 Emergency Home Repair Revitalization - \$52,135

**Repairs Completed** #0 **Repairs in the Works** #0

## II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

2011 Applications being processed

Six (6) grant recipients have been selected for this funding cycle. Depending on project costs, additional grants may be given to those on the waiting list.

4. Zoning Property Maintenance

<b>Property Maintenance</b>			Zoning		
	Month	YTD	9	Month	YTD
Total Inspections	10	124	Total Inspections	2	38
Violations	7	79	Violations	0	25
Violations Resolved	3	51	Violations Resolved	0	19
House # Violations			Tall Grass		
	Month	YTD		Month	YTD
Total Inspections	0	21	Total Inspections	13	587
Violations	0	20	Violations	6	355
Violations Resolved	20	30	Violations Resolved	5	182
Inoperable Motor Vehicles			<b>Building Code</b>		
_	Month	YTD	G	Month	YTD
Total Inspections	16	116	Total Inspections	6	63
Violations	16	90	Violations	4	35
Violations Resolved	0	52	Violations Resolved	0	23
Signs			Other		
	Month	YTD		Month	YTD
Total Inspections	9	86	Total Inspections	2	31
Violations	5	81	Violations	1	13
Violations Resolved	0	72	Violations Resolved	1	13

5. Building Inspections

Dunuing Inspections		
	<b>Month</b>	<b>YTD</b>
New Construction Inspections	176	1,832
Permits for new Residents	0	0
Cost New Homes	\$0	\$309,400
Existing House & Maintenance	5	58
Additions	8	85
Demolitions	0	4
Permits for Commercial	6	58
Cost for Commercial	\$348,050	\$3,250,686
Plumbing Permits Issued	12	125
Electrical Permits Issued	17	155
Mechanical Permits Issued	11	63
Swimming Pool Permits Issued	0	14
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	0	14
Court Cases	0	1

**Rental Inspections** 

	Month	YTD
Total Units Registered	13	82
Total Units Inspected	0	32
Dwellings	0	20
Multi-family	0	10
Apartments	0	3
First Inspection	0	0
Passed	0	30
Failed	0	0
Second Inspection	0	0
Passed	0	0
Failed	0	0
Re-Inspection – Phase 1	5	91
Passed	5	85
Failed	0	6
4 Year Cert. Issued	0	27
Apartments	0	4
No. of Units Certified	0	29

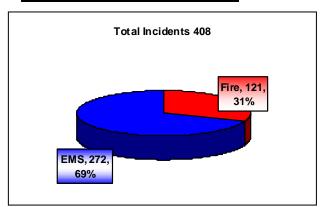
## III. POLICE DEPARTMENT:

Our officers responded to 3,879 calls for service during the month of October, 2011. During the same month last year, we responded to 4,009 calls for service—a 3% decrease. No robberies were reported this month, while two were reported last year during this same time frame—a 100% decrease. There were two (2) reported aggravated assaults and none reported during the month of October, 2010— a 100% increase. We responded to twelve (12) burglaries in October, 2011, compared with a response to five (5) burglaries during the month of October, 2010—a 58% increase. There were 104 Part I, or serious, crimes reported to the Colonial Heights Police Department in October, 2011. Seventy-two (72) of those, or 69%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.

## III. POLICE DEPARTMENT (CONTINUED):

- "Celebrate Safe Communities Night", we were very pleased with the 27 different groups, businesses, homeowners that participated in the meet and greet event. The locations were spread throughout the city and we were able to meet and discuss a variety of matters to a lot of our citizens. Over the course of the month, the increase in residential burglaries in and around the tri-city area put us on high alert, we dedicated a lot of resources to include extra patrols as well as undercover and bike patrols, we also utilized GPS monitoring on a possible suspect. Over the past two weeks, the burglaries have ceased, it is not know if the arrests made in Hanover County is related to our cases due to the suspect not cooperating. We continue our investigation. We experienced two shootings within a 12 hour time period done by one individual who was arrested with the assistance of Chesterfield County's tactical team; we recovered several weapons and illegal narcotics as well as cleared the cases by arrest.
- ✓ Uniform Patrol has been full of a variety of activities over the course of the month. These included several officers attending specialized training. We sent three officers to *Hostage Negotiation School* in Virginia Beach; we continued our commitment to *Crisis Intervention Training* as well by sending three officers to school. One of our supervisors attending a "Operation Lifesaver" course sponsored by Norfolk Southern Railroad due to the tracks being utilized through the city. We also assisted Virginia State University with a drug sweep on their campus by providing our drug canine and officer for a day.
- ✓ Our Law Enforcement Services Bureau was also very busy with a variety of events. We had a very successful "Celebrate Safe Community" event as mentioned previously and have begun preparations to holding the "United Way" kickoff event, which will be held in November. Unfortunately we had to scale back our big community event (DNA, Child Safety Seat, etc.) due to the weather but our drug take back was a resounding success in that we took in over 128 lbs of prescription drugs, this was outstanding for our community, our kids and our water system.
- ✓ There is still one opening within the department and we have two certified officers in the background phase of the hiring process. Our two officers at Crater Academy are doing a very good job in representing the city in that they currently rank one and two in recent academics for their class. Animal Control is down one officer however we have opened up the position internally and hope to have the position filled within the month.
- ✓ Our Investigations Division had a busy month—they were assigned 28 new cases and cleared 13 of them, for a clearance rate of 46%. Cases which were assigned included a few sexual assaults, credit card fraud, an accidental shooting, several daytime burglaries, grand larceny, and child abuse. Investigations also processed six (6) concealed weapon permits and one precious metals permit. Our Street Crimes Unit is assisting Investigations due to the off-duty injury and knee surgery to Det. Roger Santini; he has had surgery and may be out for several more weeks. Both our SCU members are helping with the burglary investigations as well. SCU has assisted patrol, worked on a prescription fraud, and conducted several search warrants with area jurisdictions for general criminal investigations.
- ✓ Overall, we made 286 arrests for the month, to include 52 felonies and 138 misdemeanors; worked 92 crashes; wrote 784 traffic citations; gave 742 verbal warnings; affected 24 DUI arrests and issued 25 parking citations.
- ✓ Our Auxiliary Police volunteered 377 hours during the month. Duties included high school football games, police transports, and ride-alongs and celebrate safe community's night. Auxiliary Officer Scott Young was promoted to the rank of Sergeant, we are very excited to have Sgt. Young as one of our leaders to our great group of police volunteers.

## IV. FIRE & EMS DEPARTMENT:



# Total Fire Type Incidents: 121 Total EMS Patients: 272

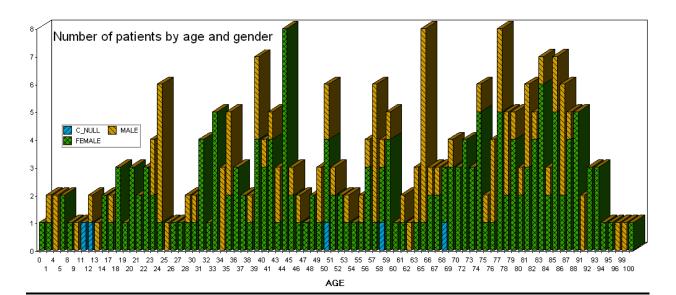
(Total EMS incidents 269)

Fire units arrived on scene in less than 7 minutes on 56.6% of emergency incidents. (average response time 7:05 minutes)

EMS units arrived on scene in less than 7 minutes on 72.9% of emergency incidents. (average response time 6:02 minutes)

Fire Division (number of incidents):						
<u>Fires</u>	Hazardous s			Service calls and false calls		
Building Fire	3	Electrical Problem	m	3	Good Intent Calls	27
Cooking Fire	1	Power Line Dow	n	3	Public Service	52
Brush Fire	1	Natural Gas Leak		4	Alarm Activation (no fire)	13
		Chemical/gasolin	e Spill	1	Child Seat Installation	7
					Smoke detector installation	6
M/A to Hopewell Fire		2	M/A receiv	ed fron	n Chesterfield Fire	7
M/A received from Fort Lee Fire			n Fort Lee Fire	3		

EMS Division (number of patients):					
Abdominal pain	15	Convulsions/Seizure	8	Psychiatric Problem	1
Allergic reaction	6	Diabetic Problem	7	Sick Person	19
Altered Mental Status	14	Fall	23	Stabbing/gunshot wound	1
Animal Bite	1	Headache	4	Stroke/CVA	5
Assault	2	Heart Problem	7	Traffic Accident	21
Back Pain	3	Hemorrhage/Laceration	1	Traumatic Injury	9
Breathing Problem	43	Overdose	4	Unconscious	16
Chest Pain	34	Pain	7	Other type EMS Calls	21
M/A to Petersburg EMS	8	M/A rec	eived fro	m Fort Lee EMS	4
M/A to Hopewell EMS	2	M/A received from Petersburg EMS 1			1



## V. FINANCE DEPARTMENT:

**Finance -** Checks processed: 1,346

Six (6) alarm citations were processed during October.

**Purchasing** - 233 total purchase orders completed with 181 being processed by the purchasing and 52 departmental purchases being reviewed as compared to 209 being completed for the same period in 2010. In addition 166 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- Invitation # 11-02903-998 Right Turn Lane at Southpark Blvd and Charles Dimmock Parkway, Project was bid back out October 30th, due to federal advertising requirement, with the bid due back on November 29th
- Invitation # 11-101902-994 Contract for Custodial Services, was issued on Sept 28, with bids opened on October 19th. Contract documents are being prepared.
- Invitation # 11-102702-995/996 Ambulance Cab and Chassis & Ambulance Body, were issued October 6th, with bids received October 27th. Department is reviewing bids.
- Invitation# 11-112903-997 Appomattox River Greenway Trail Project Phase II, was issued on October 25th, with bids due on November 21st.
- Invitation # 1202203-999 On Call Contract for Environment Contract, issued on October 26th, with proposals due on December 2nd.

#### Other Purchasing Activity:

- Purchase miscellaneous equipment for the new fire apparatus and Fire Grant.
- Quote issued for drainage improvements between Hermitage Road and River Oaks Drive.
- Meeting held with Verizon Wireless during the month, to discuss the possibility of changing cell phone and air card services.
- Contract renewed to provide on call geotechnical and engineering services.
- Purchase Order issued for Police Department undercover vehicles.
- Purchase Order for grinding of yard waste at the Recycle Center and the old landfill
- Working to negotiate the paving line contract, with two vendors.

#### Risk Activity:

- 2 small claims involving City vehicles striking a fence and another vehicle.
- Fire Hydrant struck by hit and run vehicle.

#### **Utility Billing:**

Bi-monthly Utility Bills Sent – 3,603

Delinquent Notices Sent -789 or 20.9% with 88 cut off for nonpayment

Received \$195.79 in delinquent bills using the State Set-Off Debt Collection System.

## VI. HUMAN RESOURCES DEPARTMENT:

#### **Advertisements**

<u>Department</u> <u>Position</u>

Police Animal Control Officer (Promotional)
Public Works Project Coordinator (Promotional)

#### **Applications & Testing**

☆ Total applications received for the following position recruitments:

Animal Control Officer 1 Project Coordinator 2

## VI. HUMAN RESOURCES DEPARTMENT (CONTINUED):

#### **Training**

New employees continue to complete required ICS and VML University on-line training courses.

#### Miscellaneous

The following employee orientation and exit interview sessions were held in September 2011:

#### **Orientation**

Michelle Kvasnicka – Library Assistant Stephen Carter – Meter Reader

Attended the VML Insurance Programs 2011 Fall Workshop in Williamsburg, Virginia on October 13, 2011. Topics included: Line of Duty Act, Workers' Compensation Case Law, Employment Law, and Risk Management Issues.

#### **Worker's Compensation**

The following workers' compensation reports were filed during the month of October 2011:

<u>Date</u> <u>Department</u> <u>Description of Injury</u>

10-07-11 Police Exposure to an arrestee that was diagnosed with MRSA.

## VII. INFORMATION TECHNOLOGY DEPARTMENT:

- The City's web site had 42,859 visits in the month of October with 72,080 page views, including 2,638 visits to the City job listings page. The top five pages visited after the home page were: Library, Jobs, Purchasing RFPs, Real Estate Assessment Search, and Recreation & Parks.
- Citizens submitted and city staff processed 381 service requests and questions through the "Citizens Action Center" online during the month of October. The FAQs were viewed 867 times during this same period.
- October's City e-News was distributed via email to 4,063 customers. The City of Colonial Heights' Facebook Page now has 2,102 fans.
- Proactive Information Management completed 65 hours of IT service and maintenance for City departments in October. Proactive also upgraded the City's email server software to Microsoft Exchange 2010 during this month.
- The Information Systems Coordinator configured the Commonwealth's Attorney's Office computers for remote access to the Police Department's records system in order to streamline case management.

#### VIII. LIBRARY:

- The library staff circulated 20,488 titles in October.
- The public computer center was used 2,136 times.
- 299 children participated in story time.
- 196 residents registered for new library cards, and an average of 587 residents used the library each day.
- The library's meeting rooms were used 97 times.
- 3,520 residents visited the Colonial Heights Virtual Library to retrieve 1,380 articles from their homes and offices.

## IX. RECREATION & PARKS DEPARTMENT:

#### **Recreation Division**

In October the Recreation Department hosted and partnered with numerous activities including Disc Golf events at White Bank Park, a Zumbathon Fundraiser for Susan G. Komen for the Cure and Celebrate Safe Communities Night. Our facilities also hosted USSSA State Fall Baseball Tournaments for the second year in a row with more than 70 teams playing on our fields. Youth football and Adult softball leagues are nearing their completion with playoffs starting for both in early November. Staff is already preparing for Spring and Summer activities by meeting with instructors and groups to offer new and exciting programs, as well as continuing to offer the Division's favorites.

Athletics	<u>2011</u>	<u>2010</u>
Adult Softball (Fall League Teams)	20	18
Youth Football Registration	197	141
Youth Cheerleading Registration	96	66
Golf Lessons	6	5
Girls Fast Pitch Fall Ball	14	37
Swim Lessons	6	4
Optima Basketball	8	15
Activities/Programs	<u>2011</u>	<u>2010</u>
POWER	1	7
Yo Gabba Gabba Trip	23	n/a
Teen After School Program	7	36
College Financial Planning Workshop	30	n/a
Young Rembrandts Art Classes	9	n/a
Zumbathon event	121	n/a
CHMS Dance	66	n/a
Celebrate Safe Comm. Night	50	n/a
Little Tikes	2	n/a
Instructor Based Programs	<u>2011</u>	<u>2010</u>
Karate	11	18
Zumba	31	n/a
Belly Dancing	14	22
Cardio Fusion	26	25
Facility Usage	<u>2011</u>	<u>2010</u>
Community Room Attendance	1,220	1,275
Community Room Reservations	27	21
Pavilion Attendance	1,975	2,450
Pavilion Reservations	33	39
Field Attendance	3,174	n/a
Field Rentals	28	n/a
Teen Center Attendance-CHHS Students	93	147
Teen Center Attendance-CHMS Students	372	309
Teen Center Peak Hours (Mon-Thur)	4:00-5:00pm	
Teen Center Peak Hours (Fri-Sat) 4:00-5:00		

Activities	<u> 2011</u>	<u>2010</u>
AARP	36	38
Bingo in Center	82	72
Bowling	320	260
Bridge Party	94	100
Bridge Tournament	132	128
Crochet & Knitting	66	56
Golf at Prince George	598	475
Golfers Meeting	111	135
Senior Club Meeting	172	168
Senior Citizen Dance	87 51	86 48
Sing A Long CH Hoolth Contar	51 42	
Sing A-Long-CH Health Center	13	10
Awareness/Education	00	4.4
Flu Shots	22	14 15
First Street	n/a	15 05
Meet the Candidates	n/a	85 n/a
Messages Dr. Jordon TRIAD	25 20	n/a 10
Classes	20	10
	0	40
Craft Class (Stepping Stone)	9	16
Line Dance Class	14 4	22
Painting Class Gems by James Painting Class Kay Tirpak	4 16	n/a 36
Painting Class Kay Tirpak Painting Class Kids	n/a	24
Painters Group	26	18
Painting Workshop Brenda	20	10
Harris	55	n/a
Painting Workshop Dorothy		
Dent	n/a	61
Splash of Color	14	n/a
Tap Class Intermediate	81	98
Tap Class Advance	101	90
Quilting Class	24	12
Open Quilting	17	n/a
Watercolor	22	19
Fitness		
Strength Training Class	147	209
Sit Down Exercises	191	187
Floor Exercises	48	83
Yoga	67 177	114
Zoomer Boomer Tai Chi	177 35	230 41
	33	41
Trips  Paulovard Flowers	2/2	15
Boulevard Flowers Charlestown Slots	n/a n/a	15 52
	n/a	32 24
Charlotteville Fall Foliage From the Heart	1/a 12	n/a
Museum Trip	10	n/a 0
Riverside	24	n/a
Senior Idol	n/a	20
Smithfield	n/a	36
Total	2923	3175
0		

## IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

## Parks/Horticulture/Buildings & Grounds

- Relocated key boxes in Public Safety Building
- Inspect and cleared Disc Golf course at White Bank Park for tournament.
- Assisted with setup and take down for Halloween in the Park
- Provided manpower for Halloween in the Park
- Replaced torn dog flaps at Animal Shelter
- Repaired cracks on tennis courts at Lakeview Park
- Removed dead tree from Ashby Welcome Sign
- Planted fall plants in all landscape areas and flower beds
- Performed fall mulching as necessary
- Pruned trees, hedges and plants for fall

## **Agency on Aging - Continued**

Meals	<u>2011</u>	<u>2010</u>
Home Del Meals	0	0
Site Meals	155	0
Breakfast Meals	0	0
Bags	0	0
Total	155	0
<b>Transportation</b>		
Total Passengers	97	146
Total Trips	582	592
Total Miles	2690	2700
Wheelchairs	10	14
Volunteer Hours	18	41.5
Donations	\$257.00	\$171.00

Violet Bank Museum	<u>2010</u>	<u>2011</u>
Attendance	185	597

- Attendance reflects daily visitors (182) and two programs (415)
- Hosted the City's initial Sesquicentennial Program, featuring Stan Clardy at CHMS attendance 65
- Hosted our first "Ghosts of Violet Bank's Past" at VBM attendance 350
- Christmas Decorating

## X. OFFICE ON YOUTH & HUMAN SERVICES:

#### **YAC Activities**

- 15 YAC Members, YSC rep, YAC advisor attended monthly meeting
- 3 YAC members, YAC advisor shopped for fleece to make no-sew blankets for CARES Shelter
- 8 YAC members and advisor with members of Swift Creek Woman's Club and Colonial Heights Woman's Club assembled 15 fleece blankets for CARES Shelter
- 1 YAC member and advisor with CADRE Coalition and 4 VSU students participated in Project Sticker Shock at Wawa, Food Lion, and Perky's Shell

#### **Youth Service Commission**

• Held regular monthly meeting.

#### **Substance Abuse Prevention Activities**

- 11 Teens received VaABC, VASAP, MADD, State Police information when they received their driver's license
- CADRE Coalition met to review plans for the year.
- Attended the CCOVA Board meeting in Fishersville.
   Participated in Prescription Medication Abuse Summit with SAFE.

#### **Kids' After School Program**

• Current enrollment is 42 youths. KAP held a fund raising skate night and earned \$260. Currently there are approximately 77 volunteers from VSU, Mataoca High School and Colonial Heights High School. Additionally there are 9 JTCC work study students and 1 VSU work study student.

## X. OFFICE ON YOUTH & HUMAN SERVICES (CONTINUED):

## **Ongoing Monthly Meeting/Trainings**

- Operation Christmas Child
- Team Care SOC Meeting
- FAPT
- CADRE Coalition Trick or Treat So Others Can Eat
- Infant Mortality Community Action Team
- Virginia College Alcohol Leadership Council Meeting
- Juvenile and Domestic Violence Task Force Proclamation from City Council
- Positive Parenting Coalition
- Interagency Prevention Team served 5 youth
- Colonial Heights School Board Meeting
- Special Education Advisory Committee Presentation "I'm Determined"
- CAAN-DUU Coalition meeting

#### **Diversion Program Participation**

#### **Parenting**

• 4 families completed "Parenting with Love & Limits"

#### **Community Service**

• 11 youth completed 112 hours of Community Service

#### **Shoplifting Diversion**

• 38 youth and parent attended the Shoplifting Diversion Program

#### Anger Management

• 2 youth completed Anger Management Classes

#### **Substance Abuse Education**

No youth participated in Substance Abuse Education

## **XI.** <u>FLEET MAINTENANCE</u>:

	# Workorders	Total	Sublet	Sublet total
2011	65	\$15,459.92	3	\$ 508.94
2010	95	\$25,729.93	6	\$ 815.91

Most of the repairs are normal maintenance issues. All the equipment is in for the new police cars and they should be hitting the streets in a few weeks. The leaf collectors are ready for service and we are starting to prepare the snow trucks for this year's snow season.

The sublet repairs consist of the following:

Glass Replacement	\$167.29
Alignments	\$341.65